



Faculty Senate Bylaws

Article I. Purposes, Adoptions and Transparency

Section 1. Purposes

Paragraph 1. The purpose of these Bylaws is to state the manner in which the provisions of the Charter of the Faculty Senate of UNT Dallas shall be applied to the functioning of the Faculty Senate and its committees.

Article II. Faculty Senate Meetings and Quorum

Section 1. Regular Meetings

Paragraph 1. Regular meetings should be held once a month, from September to May.

Section 2. Agenda

Paragraph 1. The agenda shall be determined by the President in consultation with the Executive Committee, as informed by recommendations of the General Membership.

Section 3. Decisions of the Faculty Senate

Paragraph 1. A quorum shall be a simple majority of the voting members.

Paragraph 2. Voting may be by show of hands, voice vote, e-mail, other electronic means, or secret ballot.

Paragraph 3. Proxy voting shall not be permitted.

Paragraph 4. The President will cast tie-breaking votes (as necessary).

Article III. Faculty Senate Voting Rules and Procedures

Section 1. Presumption of record votes

Paragraph 1.

Article IV. Faculty Senate Committee Rules and Procedures

Section 1. Standing Committees

Paragraph 1. The Committee on Academic Affairs shall study and make recommendations to the Faculty Senate on university policy concerning admission standards, suspension, probation, and dismissal of students for academic reasons; standards for graduation; the awarding of honors to graduates; and any other academic concerns that may be assigned by the Faculty Senate. The Committee shall make recommendations regarding all academic degree programs, certificates, and core curriculum courses. The Committee shall monitor developments regarding individual courses and curriculum of all degree programs in the university.

Paragraph 2. The Committee on Work-Life shall make recommendations to the Faculty Senate on policies related to recruitment, retention, promotion, merit, evaluation, tenure, compensation, workload, and working conditions for all faculty members.

Paragraph 3. The Committee on the Library shall advocate for appropriate levels of library funding and resource distribution, and track policies and procedures of the library. The Committee shall identify areas of change/improvement for the library and offer suggestions and report on any matters of the library concerning the implementation of its recommendations, to include the needs of the library and how these may be of interest to the university community as a whole.

Paragraph 4. The Committee on Nominations and Elections shall conduct nomination and election processes of faculty to Faculty Senate. The President and Vice President/President-Elect may not serve as a member of the Committee on Nominations and Elections. Nominations and Elections are subject to Senate ratification.

Paragraph 5. The Committee on Charter and Bylaws shall be responsible for Charter and Bylaws for the Senate, consider amendments, and may be called upon to draft Senate resolutions.

Paragraph 6. The Committee on the Faculty Handbook shall be responsible for reviewing all aspects of the UNT Dallas Faculty Handbook, and together with the Office of the Provost, will ensure that information in the Faculty Handbook is aligned with University Policies.

Paragraph 7. The Committee on the Annual Administrator Advisory Review shall be responsible for conducting, analyzing, and disseminating an annual review of the university administration from the members of the faculty. University administration includes President, Provost, and Deans for the purposes of this committee.

Paragraph 8. The time, place, and notice of any meetings of any committee will be determined by that committee chair, in consultation with its members. At meetings of any committee, a majority of the members of that committee constitutes a quorum for the transaction of business, and the act of a majority of the entire committee will be the act of the committee. Each committee will keep regular recorded minutes of its proceedings for record and report them to the Faculty Senate Secretary. Any action

required or permitted to be taken at any meeting of a committee may be taken without a meeting if a consent in writing setting forth the action taken, is signed by all the members of the committee. Such consent will have the same force and effect as a unanimous vote at a duly called and held meeting of the committee.

Section 2. Duties - Standing Committee Chairs

Paragraph 1. Chairs of the various Standing Committees shall establish committee agendas and procedures and lead meetings. Committee Chairs shall report committee recommendations to the Faculty Senate, to include an annual written report. Committee Chairs may be authorized to establish attendance policies (no more stringent than the attendance policy for Senators) and keep a record of attendance.

Section 3. Terms - Standing Committee Chairs.

Paragraph 1. Each Standing Committee Chair shall serve for a one-year term. Committee Chairs may be reelected for an additional year resulting in a maximum of a two-year term.

Paragraph 2. Standing Committee Chairs must meet eligibility standards of a duly elected Member of the Faculty Senate. Standing Committee Chairs may not be an Executive Officer of the Faculty Senate or have exceeded the maximum two-year term in any consecutive four-year period (for a specific Committee).

Section 4. Duties - Committee Membership.

Paragraph 1. Committee members are expected to attend meeting regularly and/or provide meaningful contributions to the committee's business.

Paragraph 2. If a committee member fails to adhere to Paragraph 1, the committee may request the Faculty Senate remove the committee member or to revoke the use of committee membership toward service credit.

Section 5. Terms for committee appointments

Paragraph 1. All standing committee members are appointed from the voting members for three-year terms.